



## **THRC Resource Library Frequently Asked Questions (FAQ)**

### **What to expect when visiting the Resource library?**

Follow the COVID procedures before visiting the library. You may enter the second floor by stairs or elevator. A resource librarian staff will provide a tour of the resources, equipment and answer any of your questions.

### **Do I need an appointment to visit the Resource Library?**

You are welcome to drop in during operational hours. Appointments continue to be available online but not required. <https://www.tfaforms.com/4937441>.

### **Is curbside still available?**

Yes, you may visit the library or request curbside support. [Make an appointment online](#) or contact us at 905-875-4600 ext 101 or [info@thrc.ca](mailto:info@thrc.ca) to speak to staff.

### **Can I bring a guest with me?**

Members are able to bring a guest over the age of 16. They must purchase a day pass for \$5 if they are using the equipment.

### **Can I bring my child with me?**

The Professional Resource Library membership is an adult-oriented work environment, individuals under the age of 16 are not allowed on the premise during membership hours.

### **How do I return my resources?**

Resources may be returned during our operational hours. Items may be dropped off at the Resource Library front desk on the second floor. If you need assistance please contact us at 905 875 4600 x 101



### **Where is Curbside pickup?**

Curbside pickup/ drop off is located at 410 Bronte Street at the main entrance. Enter the THRC single front door beside the main entrance and push the buzzer for assistance or contact us at 905 875-4600 x 101 to meet you.

### **What happens if my resources are late?**

Items returned past their due date will be charged \$1 per operating day per resource.

### **What if I return my Resource bin with broken/Missing pieces?**

Members are responsible for replacement or repair of the equipment/ resource they have signed out. A parts list is available in each resource bin for your reference. If items are missing or broken, please inform the Resource library staff when returning the items. The member will then be given one month to find the missing items or replace the broken pieces. Replacement charges may apply.

### **How many resources can I borrow?**

Members can borrow up to 10 items at a time for a 3 week lending period. Please contact our team [info@thrc.ca](mailto:info@thrc.ca) or 905 875 4600 x 101

### **Can I renew items?**

Items may be extended for one additional loaning period of 3 weeks. Renewals accepted by making an appointment, in person, by phone or email.

### **What Resources are available?**

The Resource Library lends a wide selection of resources and has a variety of equipment available for use on site. Please click on the following link to see what we offer. <https://thrc.ca/resources-equipment/>

### **What's available to purchase onsite?**

To purchase an art kit click here <https://thrc.ca/art-kits/>

If you are working on a project materials are available to purchase onsite such as construction paper, Bristol board, felt, velcro, foam, coil binding, etc. Please contact staff for availability and cost.



**What Die Press blocks are available?**

[Click here to see a list of Die Press options](#)